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CITY COUNCIL
HONOLULU, HAWAII

March 12, 2013

MEMORANDUM

TO : MR. CLAYTON WONG, FISCAL OFFICER
CITY COUNCIL ADMINISTRATIVE OFFICE

FROM : COUNCILMEMBER JOEY MANAHAN 

SUBJECT : NATIONAL ASSOCIATION OF COUNTIES (NaCo)
2013 Annual Conference Trip Report

The National Association of Counties (NaCo) is the only national organization that represents county governments in the United States. Founded in 1935, NACo provides essential services to the nation's 3,069 counties. NACo advances issues with a unified voice before the federal government, improves the public's understanding of county government, assists counties in finding and sharing innovative solutions through education and research, and provides value-added services to save counties and taxpayers money.

The first conference of the year was held in March at the Washington Hilton in Washington DC. As it was my first time to attend a NACo conference, I followed the "Educational Block" track and attended the following seminars and workshops:

Making Your Message Heard: Effective Advocacy Techniques

Participation in NACo's advocacy effort is key to our legislative success. This workshop showed us how you can get the attention of Congress and the Administration. Washington experts shared their insight into lobbying techniques that will work both in D.C. and from home.

Engagement that Resonates: Effectively Communicating with Others

Parag Mehta, Special Assistant to the Director at U.S. Department of Labor, lead an interactive discussion about communicating so that others will listen. Mr. Mehta is a well-respected political strategist, who has spoken to audiences all over the country about effective communication. Joining his discussion allowed leaders to learn how to win over difficult constituents and walk away with some of the best practices to effectively engage in powerful communication within your county.

Using Transparency to Build Trust

County officials are frequently asked to respond to public information requests from citizens or journalists. State laws typically govern what information is considered a public record, but these laws can be confusing and contradictory. This session helped attendees understand that making government activities as transparent as possible is in order to build trust in the community and avoid negative press.

CONCLUSION

Apart from attending the aforementioned seminars and workshops, I attended the Opening General Session and the main General Session where Minority Leader and former Speaker of the US House of Representatives, addressed the NACo delegates. In preparation for the general sessions, I also attended the NACo Board of Director's meeting where the various members of the Board of Directors voted for this year's officers.

Finally, I signed up to be a member of the Next Generation NACo Network Meeting. This session consists of a group of members, I would consider to be a committee, dedicated to shaping the future policies of NACo. It's a rather new group that was formed less than one year ago and is Chaired by Commissioner Lee May from DeKalb County, Georgia.

All in all, NACo was most informative and an excellent networking opportunity for me as a councilmember of the City Council of Honolulu. Along with other delegates from the Hawaii State Association of Counties, we were not only able to exchange ideas and best practices with our contemporaries from other states, we were also able to promote our own State of Hawaii – and our respective counties – as visitor destinations by being ambassadors of Aloha. The excitement of having the conference held in Washington DC was an added bonus, which added to the overall experience of the conference.

City Council
City and County of Honolulu

CLAIM FOR TRAVEL REIMBURSEMENT

Date: March 12, 2013

Traveler: Councilmember Joey Manahan
Event: 2013 NaCo Legislative Conference
Location: Washington DC
Dates: From March 2, 2013 To March 6, 2013

Description	Amount	Notes:
1. Registration Fee	515.00	Member Registration Fee for NaCo Conference
2. Airfare	781.00	Roundtrip Airfare (HNL-Washington DC-HNL)
3. Hotel		
4. Meals	25.30	Meal at hotel
5. Ground Transportation	172.00 - 159.00	Taxi and Metro Rail expenses to and from hotel
6. Tips	13.00	
7. Other	51.80	Internet Access at hotel
Other	50.00	Airline baggage fees to/from Washington DC (\$25/way)
Other	59.00	Airline change seat request for return connecting flight
8. Adjustment		
TOTAL REIMBURSEMENT	1654.1	

This is to certify that the above data, based upon receipts submitted to Council Administrative Support Services via a CCLTRVL02 form, is accurate. Further, I am claiming reimbursement for expenses associated with a trip in which City business was conducted and personal funds were used to advance payment:


Signature of Traveler

March 12, 2013

Date